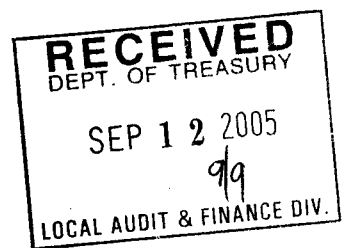


GRANT TOWNSHIP
NEWAYGO COUNTY, MICHIGAN
AUDIT REPORT
MARCH 31, 2005



Auditing Procedures Report

Issued under P.A. 2 of 1968, as amended.

Local Government Type <input type="checkbox"/> City <input checked="" type="checkbox"/> Township <input type="checkbox"/> Village <input type="checkbox"/> Other		Local Government Name GRANT TOWNSHIP	County NEWAYGO
Audit Date 3/31/05	Opinion Date 8/12/05	Date Accountant Report Submitted to State: 9/9/05	

We have audited the financial statements of this local unit of government and rendered an opinion on financial statements prepared in accordance with the Statements of the Governmental Accounting Standards Board (GASB) and the *Uniform Reporting Format for Financial Statements for Counties and Local Units of Government in Michigan* by the Michigan Department of Treasury.

We affirm that:

1. We have complied with the *Bulletin for the Audits of Local Units of Government in Michigan* as revised.
2. We are certified public accountants registered to practice in Michigan.

We further affirm the following. "Yes" responses have been disclosed in the financial statements, including the notes, or in the report of comments and recommendations

You must check the applicable box for each item below.

- ☐ Yes ☒ No 1. Certain component units/funds/agencies of the local unit are excluded from the financial statements.
- ☐ Yes ☒ No 2. There are accumulated deficits in one or more of this unit's unreserved fund balances/retained earnings (P.A. 275 of 1980).
- ☐ Yes ☒ No 3. There are instances of non-compliance with the Uniform Accounting and Budgeting Act (P.A. 2 of 1968, as amended).
- ☐ Yes ☒ No 4. The local unit has violated the conditions of either an order issued under the Municipal Finance Act or its requirements, or an order issued under the Emergency Municipal Loan Act.
- ☐ Yes ☒ No 5. The local unit holds deposits/investments which do not comply with statutory requirements. (P.A. 20 of 1943, as amended [MCL 129.91], or P.A. 55 of 1982, as amended [MCL 38.1132]).
- ☒ Yes ☐ No 6. The local unit has been delinquent in distributing tax revenues that were collected for another taxing unit.
- ☐ Yes ☒ No 7. The local unit has violated the Constitutional requirement (Article 9, Section 24) to fund current year earned pension benefits (normal costs) in the current year. If the plan is more than 100% funded and the overfunding credits are more than the normal cost requirement, no contributions are due (paid during the year).
- ☐ Yes ☒ No 8. The local unit uses credit cards and has not adopted an applicable policy as required by P.A. 266 of 1995 (MCL 129.241).
- ☐ Yes ☒ No 9. The local unit has not adopted an investment policy as required by P.A. 196 of 1997 (MCL 129.95).

We have enclosed the following:

	Enclosed	To Be Forwarded	Not Required
The letter of comments and recommendations.	✓		
Reports on individual federal financial assistance programs (program audits).			✓
Single Audit Reports (ASLGU).			✓

Certified Public Accountant (Firm Name) TERRY KIRKPATRICK, CPA, P.C.			
Street Address 211 MAPLE STREET		City BIG RAPIDS	State MI
Accountant Signature <i>Terry D Kirkpatrick, CPA</i>		ZIP 49307	Date 9/9/05

BASIC FINANCIAL STATEMENTS

TERRY KIRKPATRICK, CPA, P.C.
CERTIFIED PUBLIC ACCOUNTANT

211 MAPLE STREET
P O BOX 817
BIG RAPIDS, MICHIGAN 49307-0817
(231) 796-3332
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Independent Auditor's Report

To the Township Board
Grant Township, Newaygo County

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Grant Township, Newaygo County, Michigan, as of and for the year ended March 31, 2005, which collectively comprise Grant Township's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the management of Grant Township, Newaygo County, Michigan. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of Grant Township, Newaygo County, Michigan, as of March 31, 2005, for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The Grant Township has implemented a new financial reporting model, as required by provisions of GASB Statement No. 34, *Basic Financial Statements – Management's Discussion and Analysis- for State and Local Governments*, as of March 31, 2005. Management has elected not to present the Management's Discussion and Analysis portion of the financial statements.

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the Grant Township, Newaygo County, Michigan basic financial statements. The combining and individual non-major fund financial statements have been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, are fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Terry Kirkpatrick, CPA, P.C.

Big Rapids, Michigan
August 12, 2005

Grant Township – Newaygo County, Michigan
Government Wide Statement of Net Assets
March 31, 2005

	Governmental Activities
ASSETS	
Cash and Cash Equivalents	\$ 401,865
Tax Receivable	39,493
Due from Current Tax Fund	5,816
Capital Assets (Net)	<u>219,131</u>
Total assets	<u><u>\$ 666,305</u></u>
LIABILITIES	
Payroll Tax Payable	\$ 2,783
Due to Fire District	4,235
Deferred Revenue	<u>2,820</u>
Total liabilities	<u><u>9,838</u></u>
NET ASSETS	
Invested in capital assets, net of related debt	219,131
Unrestricted	<u>437,336</u>
Total net assets	<u><u>656,467</u></u>
Total liabilities and net assets	<u><u>\$ 666,305</u></u>

The "Notes to Financial Statements" are an integral part of these statements.

Grant Township -- Newaygo County, Michigan
Government Wide Statement of Activities
For the Year Ended March 31, 2005

	Expenses	Program Revenues Charges for Services	Operating Grants	Governmental Activities Net (Expense) Revenue and Changes in Net Assets
PRIMARY GOVERNMENT				
General Government	\$ 136,531	\$ 17,532	\$ 0	(118,999)
Public Safety	125,372	9,126	0	(116,246)
Public Works	245,795	0	0	(245,795)
Other Functions	18,808	0	0	(18,808)
Depreciation (unallocated)	7,996	0	0	(7,996)
Total primary government	\$ 534,502	\$ 26,658	\$ 0	(507,844)

General Revenues	
Tax	239,477
State Grants	241,506
Interest Earnings	5,621
Other Revenue	6,105
Total general revenues	492,709
Change in Net Assets	(15,135)
Net assets - Beginning of year	671,602
Net assets - End of year	\$ 656,467

The "Notes to Financial Statements" are an integral part of these statements.

GOVERNMENTAL FUND FINANCIAL STATEMENTS

Grant Township – Newaygo County, Michigan
Governmental Fund Statement of Revenues, Expenditures and Changes in Fund Balance
For the Year Ended March 31, 2005

	General Fund	Street Improvement Fund	Non-Major Governmental Funds	Total Governmental Funds
REVENUES				
Taxes	\$ 66,132	\$ 147,903	\$ 25,442	\$ 239,477
State Grants	241,506	0	0	241,506
Charges for Services	26,658	0	0	26,658
Interest and Rents	5,482	139	0	5,621
Other Revenue	6,105	0	0	6,105
Total revenues	345,883	148,042	25,442	519,367
EXPENDITURES				
General Government	149,019	0	0	149,019
Public Safety	99,930	0	25,442	125,372
Public Works	0	245,795	0	245,795
Other Functions	18,808	0	0	18,808
Total expenditures	267,757	245,795	25,442	538,994
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	78,126	(97,753)	0	(19,627)
OTHER FINANCING SOURCES (USES)				
Transfer from General Fund	0	133,400	0	133,400
Transfer to Street Improvement Fund	(133,400)	0	0	133,400
Total other financing sources (uses)	(133,400)	133,400	0	0
EXCESS OF REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	(55,274)	35,647	0	(19,627)
Fund Balance - April 1, 2004	310,656	146,307	0	456,963
Fund Balance - March 31, 2005	\$ 255,382	\$ 181,954	\$ 0	\$ 437,336

The "Notes to Financial Statements" are an integral part of these statements.

Grant Township – Newaygo County, Michigan

Reconciliation of the Statement of Revenue, Expenditures and Changes in Fund Balance of Governmental Funds to the Statement of Activities
For the Year Ended March 31, 2005

Net Change in Fund Balances - Total Government Funds	\$ (19,627)
Amounts reported for governmental activities in the statement of activities are different because:	
Governmental funds report capital outlays as expenditures; in the statement of activities, these costs are allocated over their estimated useful lives as depreciation. This is capital outlay for the year.	12,488
Depreciation expense	<u>(7,996)</u>
Change in Net Assets of Governmental Activities	<u>\$ (15,135)</u>

The "Notes to Financial Statements" are an integrated part of these statements.

Grant Township – Newaygo County, Michigan

Fiduciary Fund

Statement of Net Assets

March 31, 2005

	<u>Agency Fund Type</u> <u>Property Tax Collection Fund</u>
ASSETS	
Cash and Cash Equivalents	<u>\$ 33,280</u>
LIABILITIES	
Due to General Fund	\$ 5,296
Due to Street Improvement Fund	411
Due to Other Units of Government	<u>27,573</u>
	<u>\$ 33,280</u>

The "Notes to Financial Statements" are an integrated part of these statements.

NOTES TO FINANCIAL STATEMENTS

Grant Township – Newaygo County, Michigan

Notes to Financial Statements
For the Year Ended March 31, 2005

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of Grant Township conform to accounting policies generally accepted in the United States of America (GAAP) as applicable to governmental units. The following is a summary of the significant accounting policies used by Grant Township:

Reporting Entity

The Township is governed by an elected, five-member, Board. The accompanying financial statements present the government and its component units; entities for which the government is considered to be financially accountable. Based on the application of the criteria, the Township does not contain any component units.

Government – Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net assets and the statement of changes in net assets) report information on all of the non-fiduciary activities of the primary government. For the most part, the effect of inter-fund activity has been removed from these statements. Governmental activities, normally supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenue includes: (1a) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment; and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenue.

Separate financial statements are provided for governmental funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds are reported as separate columns in the fund financial statements.

Measurement Focus, Basis of Accounting and Financial Statement Presentation

District-Wide Statements - The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenue is recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenue in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Fund Based Statements - Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenue is recognized as soon as it is both measurable and available. Revenue is considered to be available if it is collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be "available" if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures are recorded only when payment is due.

Property taxes – Grant Township's property tax is levied on each December 1st on the taxable valuation of property located within Grant Township as of the preceding December 31st.

Grant Township – Newaygo County, Michigan

Notes to Financial Statements - Continued
For the Year Ended March 31, 2005

Although the Grant Township 2004 ad valorem tax is levied and collectible on December 1, 2004, it is Grant Township's policy to recognize revenue from the current tax levy in the current year when the proceeds of this levy are budgeted and made "available" for the financing of operations.

The 2004 taxable valuation of Grant Township totaled approximately \$54,942,000, on which ad valorem taxes levied consisted of .7792 mills for the Township operating purposes, an additional 2.6896 mills for roads, and .4628 mills for fire equipment. These amounts are recognized in the respective General and Special Revenue Funds financial statements as Due from Newaygo County and/or as a tax revenue.

The Township reports the following major governmental funds:

The General Fund is the Township's primary operating fund. It accounts for all financial resources of the Township, except those required to be accounted-for in another fund.

The Street Improvement Fund is used to record property tax and interest for expenditures for roads.

Additionally, the Township reports the following fund types:

The Township reports a Fiduciary Fund (Agency Fund). This fund accounts for taxes and special assessments collected by the Township as an agent for other taxing units. Fiduciary Fund net assets and results of operations are not included in the government-wide financial statements. Agency Funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

The Township reports two non-major special revenue funds for a fire fund, and a fire equipment fund. As a general rule, the effect of inter-fund activity has been eliminated from the government-wide financial statements.

Assets, Liabilities and Net Assets or Equity

Deposits and Investments – Cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with a maturity of three months or less when acquired. Investments are stated at fair value.

Receivables and Payables – In general, outstanding balances between funds are reported as "due to/from other funds". Activity between funds that is representative of lending/borrowing arrangements outstanding at the end of the fiscal year is referred to as "advances to/from other funds".

All trade and property tax receivables are shown as net of allowance for uncollectible amounts. Property taxes are levied on each December 1st and are considered delinquent on March 1st of the following year, at which time interest and penalties are assessed.

Capital Assets – Capital assets, which include property, plant and equipment assets are reported in the applicable governmental activities column in the government-wide financial statements. Capital assets are defined by the government as assets with an initial individual cost of more than \$5,000 and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of the donation.

Property, plant and equipment is depreciated using the straight-line method over the following useful lives:

Building	40 years
Building Improvements	15 to 30 years
Equipment	5 to 10 years
Computer Equipment	3 to 7 years

Grant Township – Newaygo County, Michigan

Notes to Financial Statements - Continued

For the Year Ended March 31, 2005

Fund Equity – In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

NOTE B – STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

Budgetary Information – Annual budgets are adopted on a basis consistent with generally accepted accounting principles for all governmental units. All annual appropriations lapse at fiscal year end.

The budget document presents information by fund, function, activity and line items. The legal level of budgetary control adopted by the governing body is the activity level. State law requires the Township have its budget in place by April 1st. Expenditures in excess of amounts budgeted is a violation of Michigan Law. State law permits a township to amend its budgets during the year.

NOTE C – DEPOSITS AND INVESTMENTS

Michigan Compiled Laws, Section 129.91, authorizes the local governmental unit to make deposits and invest in the accounts of federally insured banks, credit unions, and savings and loan associations, which have an office in Michigan. The Township is allowed to invest in bonds, securities and other direct obligations of the United States or any agency or instrumentality of the United States; United States government or federal agency obligations; repurchase agreements; bankers' acceptance of United States banks; commercial paper rated within the two highest classifications which mature not more than 270 days after the date of purchase; obligations of the State of Michigan or its political subdivisions which are rated as investment grade; and mutual funds composed of investment vehicles which are legal for direct investment by local units of government in Michigan.

The Township has designated two banks for the deposit of Township Funds. The investment policy adopted by the Township Board in accordance with Public Act 196 of 1997 has authorized investment in bank accounts and certificates of deposit, but not the remainder of State statutory authority as listed above.

The Township's deposits and investment policy are in accordance with statutory authority.

At year-end, the Township's deposits and investments were reported in the basic financial statements in the following categories:

	<u>Governmental Activities</u>
Cash and cash equivalents	\$ 401,865

The bank balance of the primary government's deposits is \$464,660, of which \$200,000 is covered by federal depository insurance.

NOTE D – RECEIVABLES

Receivables as of year-end for the government's individual major and non-major funds are as follows:

	General	Street Improvement	Non-Major	Total
Taxes receivable	\$ 11,474	\$ 23,893	\$ 4,126	\$ 39,493

Grant Township – Newaygo County, Michigan

Notes to Financial Statements - Continued
For the Year Ended March 31, 2005

NOTE E – CAPITAL ASSETS

Capital asset activity of the governmental activities for the current year was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
Capital assets being depreciated				
Buildings	\$ 268,303	\$ 6,238	\$ 0	\$ 274,541
Equipment	0	6,250	0	6,250
Less: accumulated depreciation for Capital assets	(53,664)	(7,996)	0	(61,660)
Net capital assets	\$ 214,639	\$ 4,492	\$ 0	\$ 219,131

Depreciation expense was not charged to activities as the Township considers its assets to impact multiple activities and allocation is not practical.

NOTE G – RISK MANAGEMENT

The Township is exposed to various risks of loss related to property loss, torts, errors and omissions and employee injuries (workers' compensation). The Township has purchased workers' compensation insurance for such claims. Settled claims relating to the workers' compensation insurance have not exceeded the amount of insurance coverage in any of the past three fiscal years.

REQUIRED SUPPLEMENTAL INFORMATION

Grant Township – Newaygo County, Michigan
 Budgetary Comparison Schedule
 General Fund
 For the Year Ended March 31, 2005

	<u>Original Budget</u>	<u>Amended Budget</u>	<u>Actual</u>	Variance with Final Budget Favorable (Unfavorable)
BEGINNING OF YEAR FUND BALANCE	\$ 310,656	\$ 310,656	\$ 310,656	\$ 0
Resources (inflows)				
Property Tax	353,212	353,212	66,132	(287,080)
State Grants	248,839	248,839	241,506	(7,333)
Charges for Services	14,000	14,000	26,658	12,658
Interest and Rents	4,000	4,000	5,482	1,482
Other Revenue	9,100	9,100	6,105	(2,995)
Amounts Available for Appropriation	939,807	939,807	656,539	(283,268)
Charges to Appropriations (outflows)				
General Government				
Township board	57,064	57,064	37,200	19,864
Supervisor	19,980	19,980	14,565	5,415
Elections	2,800	2,800	3,671	(871)
Assessor	13,000	13,000	13,840	(840)
Clerk	20,180	20,180	17,506	2,674
Board of review	2,642	2,642	2,142	500
Treasurer	33,780	33,780	25,597	8,183
Townhall	23,600	23,600	16,167	7,433
Cemetery	19,600	19,600	18,331	1,269
Public Safety				
Fire protection	62,000	62,000	33,601	28,399
Police protection	50,000	50,000	30,988	19,012
Planning and zoning	43,350	43,350	35,341	8,009
Public Works				
Drains- Public Benefit	5,000	5,000	0	5,000
Other Functions				
Insurance and bonds	15,000	15,000	11,785	3,215
Retirement contributions	12,000	12,000	4,506	7,494
Social security/ medicare tax	10,000	10,000	2,517	7,483
Transfer to Street Improvement Fund	300,000	300,000	133,400	166,600
Total Charges to Appropriations	689,996	689,996	401,157	288,839
Budgetary Fund Balance - March 31, 2005	\$ 249,811	\$ 249,811	\$ 255,382	\$ 5,571

Grant Township – Newaygo County, Michigan

Budgetary Comparison Schedule

Street Improvement Fund

For the Year Ended March 31, 2005

	<u>Original Budget</u>	<u>Amended Budget</u>	<u>Actual</u>	Variance with Final Budget Favorable (Unfavorable)
BEGINNING OF YEAR FUND BALANCE	\$ 146,307	\$ 146,307	\$ 146,307	\$ 0
Resources (inflows)				
Property Tax	170,846	170,846	147,903	(22,943)
Interest and Rents	1,000	1,000	139	(861)
Other Revenue				
Transfer from General Fund	300,000	300,000	133,400	(166,600)
Amounts Available for Appropriation	618,153	618,153	427,749	(190,404)
Charges to Appropriations (outflows)				
Public Works				
Highways and Streets	500,000	500,000	245,795	254,205
BUDGETARY FUND BALANCE - March 31, 2005	<u>\$ 118,153</u>	<u>\$ 118,153</u>	<u>\$ 181,954</u>	<u>\$ 63,801</u>

OTHER SUPPLEMENTAL INFORMATION

Grant Township – Newaygo County, Michigan
Combining Balance Sheet
Non-Major Governmental Funds
March 31, 2005

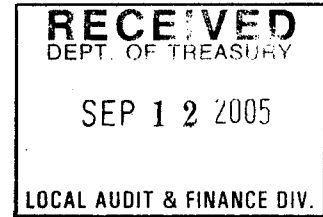
	<u>Fire Fund</u>	<u>Fire Equipment Fund</u>	<u>Totals</u>
ASSETS			
Due from County	\$ 0	\$ 3,412	\$ 3,412
Taxes Receivable	20	694	714
Due from Current Tax Fund	38	71	109
Total assets	<u>\$ 58</u>	<u>\$ 4,177</u>	<u>\$ 4,235</u>
LIABILITIES AND FUND EQUITY			
Due to Fire District	<u>\$ 58</u>	<u>\$ 4,177</u>	<u>\$ 4,235</u>

Grant Township – Newaygo County, Michigan
Combining Statement of Revenues, Expenditures and Changes in Fund Balance
Non-Major Governmental Funds
For the Year Ended March 31, 2005

	Fire Fund	Fire Equipment Fund	Totals
REVENUES			
Current Property Tax	\$ 0	\$ 25,442	\$ 25,442
EXPENDITURES			
Public safety	0	25,442	25,442
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES			
FUND BALANCE - April 1, 2004	0	0	0
FUND BALANCE - March 31, 2005	\$ 0	\$ 0	\$ 0

TERRY KIRKPATRICK, CPA, P.C.
CERTIFIED PUBLIC ACCOUNTANT

211 MAPLE STREET
P O BOX 817
BIG RAPIDS, MICHIGAN 49307-0817
(231) 796-3332
FAX (231) 796-5554



August 12, 2005

Members of the Grant Township Board
Grant Township
Newaygo County, MI

We recently completed our audit of the basic financial statements of Grant Township for the year ended March 31, 2005. During our audit, we had an opportunity to test internal controls and to observe the accounting and financial procedures and many of the general management practices of the Grant Township. Based upon these tests and observations, there are several matters that we specifically want to call to your attention.

TAX ACCOUNT BALANCE

As with last years' audit, the Treasurer still has not made payment of the Industrial Facilities Tax to the State of Michigan for the current year as well as for tax years 2001 through 2003. This is a significant amount and should be remitted as soon as possible.

The tax fund bank accounts should start each tax season with a minimum balance of perhaps \$100. It is important that the Treasurer get the tax dollars out of the bank accounts and distribute them to the proper taxing unit.

RECEIPTS ARE SOURCE DOCUMENT FOR CLERK

It is important that the Treasurer prepare a receipt each time money is received by the Township and also indicate a clear description of the receipt. The Clerk must receive a copy of these receipts in a timely manner so that she may enter them into her financial records. The "receipt" is the original source document that she must use to enter into her financial records. Without a receipt, she cannot properly enter the receipts. There were times during the year (especially during the Treasurer's tax collection season) when the Clerk had to enter receipts based on "deposits" shown on the bank statement. The deposit on a bank statement does not provide the proper information the Clerk needs to enter the data. The Treasurer must take the necessary time to prepare the "receipts" and make certain the Clerk receives them in a timely manner.

OTHER MATTERS

We have enjoyed working with your staff. Their competence and assistance were instrumental in our timely completion of the audit.

We have submitted two copies of the audit report, the auditing procedures report, and this letter to the Michigan Department of Treasury, Local Audit Division.

If you have any questions regarding this letter or the audit, please do not hesitate to contact us.

Terry Kirkpatrick, CPA, P.C.